

August 2007 QC Meeting

Present: Dr. George, Peggy DiNatale and Annie (Khan)Dookhan

Minutes: Prepared by Annie (Khan)Dookhan

1. Review of June and July 2007 QC

- A) The Balance QC was reviewed and signed off by Peggy DiNatale.
- B) The UV/VIS Spectrophotometer QC was reviewed and signed off by Dr. George.
- C) The IR Spectrophotometer QC was reviewed and signed off by Dr. George.
- D) The GC/MS Daily QC Checklist was reviewed and signed off by Peggy DiNatale. QA stated that it was okay to change the Relative Retention Time difference from $< 10\%$ to $< 5\%$.
- E) The Reagent Preparation Book was reviewed and signed off by Peggy DiNatale.
- F) The Monthly GC/MS Standard QC log was reviewed and signed off by Dr. George.
- G) The Marijuana Negative Control Test (June through July) was reviewed and signed off by Peggy DiNatale.
- H) The Temperature Log for June was reviewed and signed off by Dr. George.
- I) The GC/MS Maintenance Books, which are reviewed bi-annually, were reviewed and signed off by Dr. George.
- J) The GC Maintenance Books, which are reviewed bi-annually, were reviewed and signed off by Peggy DiNatale.

2. Amherst Lab's QC records for June and July were reviewed and signed off by Dr. George..

Pending: QA/QC Project 2007